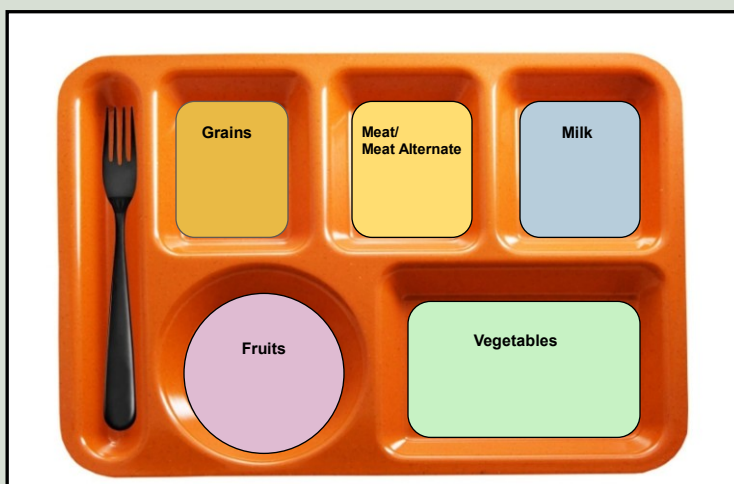




Increasing Purchases of Washington-grown Food



**I'd like to buy local,
What kinds of food will I serve?**



Where to Get Local Foods?

- Distributors
- Food Processors
- Co-ops or Food Hubs
- School Gardens
- Producers/Farms




Find Out What's Available Near You

- Letter to farms
- Review county, regional farm guides
- Visit farmers markets
- Food hubs and Farm Co-ops
- Local distributors
- Online farm finder tools
- Talk with us at WSDA!



Choose Seasonal Foods

Washington Grown Vegetable Seasonality Chart
by Healthier US School Challenge Vegetable Group



categories	produce	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Dark Green	Asparagus												
	Beet green												
	Bok Choy, baby												
	Broccoli												
	Brussels Sprouts												
	Cauliflower												
	Chard												
	Collard greens												
	Dandelion greens												
	Endive, Curly (Frisee)												
	Escarole												
	Kale												
	Kohlrabi greens												
	Lettuces, leaf												
	Lettuces, butter												
	Lettuces, Romaine												
	Mustard greens												
	Mizuna												
	Rapini (Broccoli Rabe/Chinese broccoli)												
	Salad mix (Mesclun*)												
	Spinach												
	Turnip greens												
	Watercress												
Dark Orange	Carrots												
	Pumpkins												
	Sweet potatoes (yams)												
	Winter squash, Acorn												
	Winter squash, Butternut												
	Winter squash, Hubbard												
Starchy	Corn/Sweet Corn, Fresh												
	Corn/Sweet Corn, Frozen												
	Green peas/shell peas, Fresh												
	Green peas/shell peas, Frozen												
	Green peas, snap/frozen												
	Potatoes												
Other	Sunchoke (Jerusalem artichoke)												
	Asparagus												
	Artichokes												
	Beets												
	Brussels sprouts												
	Cabbages, green												
	Cauliflower, white												

Plan Recipes and Events

www.wafarmtoschool.org



[Home](#)
[Our Program](#)
[Farm-to-School](#)
[Selling to Schools](#)
[School Food](#)
[School Gardens](#)
[School and Community Engagement](#)
[In the News](#)



Washington Grown Food Kit
Find recipes, nutrition facts and sample menus for serving Washington grown foods in schools.

Washington Grown Food Kit

Washington has a fantastic bounty of foods that are a great fit for school meals. Here you can find general information, recipes, sample menus, and nutrition facts. The WA Grown Food Kit is an evolving and growing resource. We welcome contributions and will continuously add foods items and resources over time.



Apples
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Beans
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Cabbage
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Carrots
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Corn
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Cucumbers
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Garlic
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Kale
General Information
Recipes & Nutrition Analysis
Menu Examples
Nutrition Facts



Lettuce
General Information



Potatoes
General Information

Butternut Rice Pilaf – adapted from “A Guide for Using Local Foods in Schools” by Vermont FEED (Jan 2007)

Ingredients	50 Servings		100 Servings		For 25 Servings	Directions
	Weight	Measure	Weight	Measure		
Butternut squash, fresh[§] , peeled and diced	4 lb		8 lb		2 lb	1. In a saucepan, combine squash, brown rice, broth, water, and curry powder and bring to a boil over high heat. Reduce to low, cover, and simmer 25 min.
Green beans, fresh[§] , cut into small pieces	1 lb		2 lb		½ lb	
Brown rice, basmati		4 cup		8 cup	2 cup	
Vegetable broth dissolved in water (3 Tb powder to 8 oz of water)		64 oz (1 ½ cup)		128 oz (3 cup)	32 oz (¾ cup)	2. Add green beans, stir to combine, and cook over low heat 5 min or until rice is just tender.
Curry powder		3 Tb		6 Tb	1 ½ Tb	
Basil, fresh, finely chopped		½ cup		1 cup	4 Tb	3. Stir in basil and serve. ❖ Serve ½ cup (4 ounces).

[§]WA product available

Approximate preparation time: 60 min.

Butternut squash and brown rice take the same amount of time to cook, so this curried pilaf is a one-pot wonder! ©

Tips & Variations:


- One large butternut squash is roughly 2 lbs. and 1 lb. trimmed squash equals 2 cups cooked squash.
- New to using butternut squash? [Here's a nice instruction for how to peel and cut butternut squash.](#)
- You can add **chickpeas[§]**, finely chopped red onion and/or currant etc.
- Winter squash will store at room temperature for at least a month. Store for several months in a dry and cool (50-55 degrees) but not cold location.



>> See information on local veggies in this dish on the back <<



Made possible by funding from the Department of Health and Human Services and Public Health – Seattle & King County.




Washington State Schools

“scratch cooking”


Recipe Book





A Partner in Education

Creating a Healthier Tomorrow
for Washington State’s Children



Yogurt Parfait

Ellensburg & Walla Walla School Districts

Recipe Category: Breakfast Main Dish (meat/meat alternate, fruit, grain)

Ingredients	50 Servings		100 Servings		25 Servings		Directions / HACCP
	Weight	Measure	Weight	Measure	Weight	Measure	
LowFat Vanilla Yogurt	12½ lb	1 gal 2 qt 1 cup	25 lb	3 gal 1 pint	6¼ lb	3 qt ½ cup	Put ½ cup or 4 oz of yogurt into a 7 oz plastic cup with lid. Layering: 2 oz. yogurt, 1 oz strawberries, 2 oz yogurt, 1 oz blueberries, top with 2 ½ Tbsp granola Options: Can substitute diced peaches, nectarines, apples, pears, or other berries in season. CCP: Hold at 41° F or lower for cold service.
Strawberries, frozen thawed, sliced	3 lb 2 oz		6 lb 4 oz		1 lb 9 oz		
Blueberries, frozen, thawed	3 lb 2 oz		6 lb 4 oz		1 lb 9 oz		
Granola (see recipe # 108)		8 cups		16 cups		4 cups	
Serving (portion size)			Yield per # of Servings			Volume per # of Servings	
7 oz (.875 cup) per each							
Meal Pattern Contribution							
Meat/Meat Alternate		Breads/Grains			Vegetable / Vegetable Sub group		Fruits
1		½					¼
Nutrient Analysis							
Calories: 303			Saturated Fat: 1.9 gram			Sodium: 125.79 mg	

Simple Ways to Purchase WA-Grown



- Unintentionally
- Ask your distributors to source and identify WA-grown to meet local/seasonal menus
- Including related characteristics in specs

Write Product Specifications

- Product variety
- Quality of the products offered
- Size of produce or number of pieces per case
- Minimal processing
- Days from harvest



More Ways to Source Local Foods

- New Pilot for Procurement of Unprocessed Fruits & Vegetables
- Approaching only local sources via informal procurement
- Geographic Preference



Simple(ish) Informal Procurement

We are purchasing locally grown food for a special event:

- What is the event?
- What foods will you purchase?
- Which producers or distributors will you approach for quotes?

Steps:

- Request quotes
- Compare 3 quotes
- Document quotes
- Select winning quote and purchase food



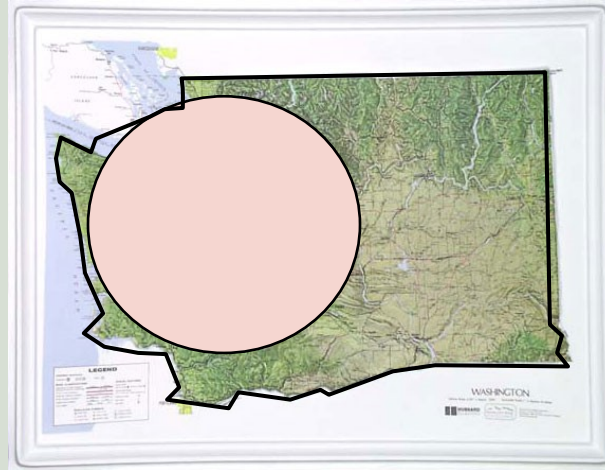
**Taste
Washington
Day**

Geographic Preference Option

- Federal, State and Local Rules
- Requirements for Competitive Procurement
 - Small Purchase Thresholds

Geographic Preference Option

RULE 1: School districts must define “local” and may do so according to their preference



Geographic Preference Option

RULE 2: Geographic preference is limited to “minimally processed” food.

Cooling; refrigerating; freezing; size adjustment made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; forming ground products into patties without any additives or fillers; drying/dehydration; washing; packaging (such as placing eggs in cartons), vacuum packing and bagging (such as placing vegetables in bags or combining two or more types of vegetables or fruits in a single package); addition of ascorbic acid or other preservatives to prevent oxidation of produce; butchering livestock and poultry; cleaning of fish; and the pasteurization of milk.

Geographic Preference Option

RULE 3: Local food cannot be “required” in a procurement request, only “preferred.”

You may provide a “defined advantage in the procurement process.”

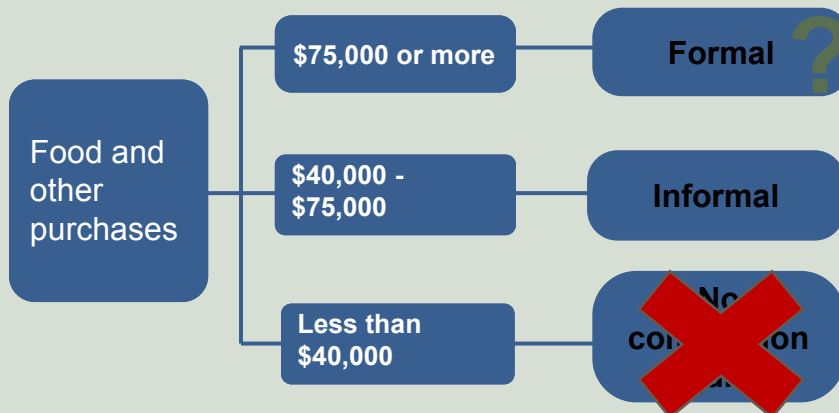
RULE 4: Geographic preference can be applied to the origin of the *product*, not the location of the *vendor*.

USDA Regulations on Geographic Preference

Local	Minimally processed	Products
As defined by the School District	Frozen Sliced Washed Packaged Dried Pasteurized	NOT Cooked Heated Pickled Canned
		NOT People - Vendors Farmers Producers

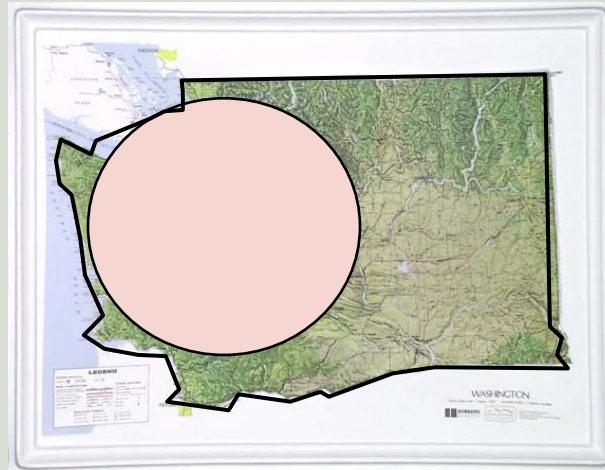
How does Washington State Law affect the purchasing process?

Washington School Procurement Law

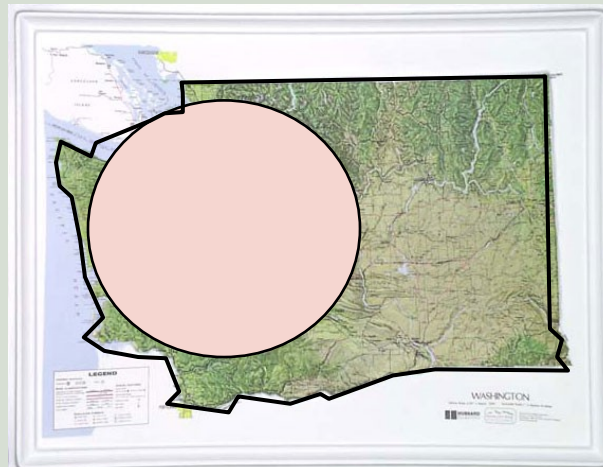


Geographic Preference Option

RULE 1: School districts must define “local” and may do so according to their preference



WA Law: Exemption for Washington-Grown Food



Are you applying a geographic preference for Washington grown food? (WGF)

Yes, WGF

\$150,000 or more

Formal

**Less than
\$150,000**

Informal

**No, not
WGF**

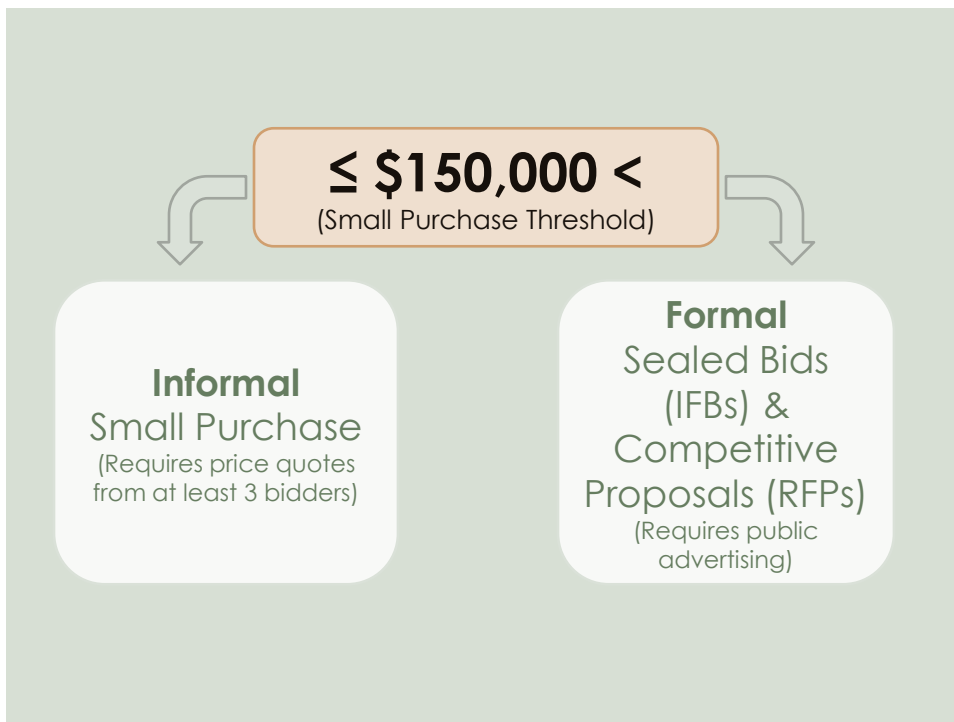
\$75,000 or more

Formal

**Less than
\$75,000**

Informal

**Do we need to apply a
geographic preference
to buy local food?**



Step-by-Step Guide for Purchasing Washington-Grown Food	
1	Forecasting: Identify the products and quantities you will be purchasing, and estimate the total cost of the purchase.
2	Depending on the dollar amount of the purchase, determine whether to use a formal or informal procurement method.
3	Plan your procurement procedure, ensuring compliance with federal, state and school district requirements.
4	Decide what geographic area
5	Determine how you will apply
6	Where appropriate, incorporate
7	Clearly communicate your intent
8	Clearly define and communicate
9	Identify vendor qualifications to meet your needs.
10	Write specifications to clearly state what products you want, the attributes of the products, and the level of processing you require.
11	State your preferences and how they will be weighted in the evaluation process.
12	Develop and communicate a plan for reviewing and selecting the successful bid, proposal or quote.
13	Publicize the procurement opportunity to ensure adequate competition and maximize the likelihood of reaching qualified vendors who can supply food from your geographic preference area.
14	Fairly evaluate based on the vendor qualifications, specifications and preferences in your procurement request, and award the contract.
15	Execute a contract that matches your specifications and preferences from the procurement request.
16	Manage the procurement. Monitor and keep documentation on service, product quality, price, and compliance with the contract.

Step 1: Identify products and quantities, and estimate total cost of purchase

Step 2: Depending on dollar amount of purchase, determine whether to use formal or informal procurement

Calculating produce quantity

Produce Calculator http://www.wafarmtoschool.org/Content/Documents/Oklahoma_produce-calculator-excel97.xls

The produce calculator was developed for producers and food service personnel to calculate quantities and costs of various fruit and vegetables needed by a school/university cafeteria or any other food service provider. The spreadsheet based program calculates poundage needed from a farmer based on the desired number of servings and serving size. It also calculates the per serving cost based on the price of the produce. Conversion calculations have been taken from the USDA Food Buying Guide for Child Nutrition Programs

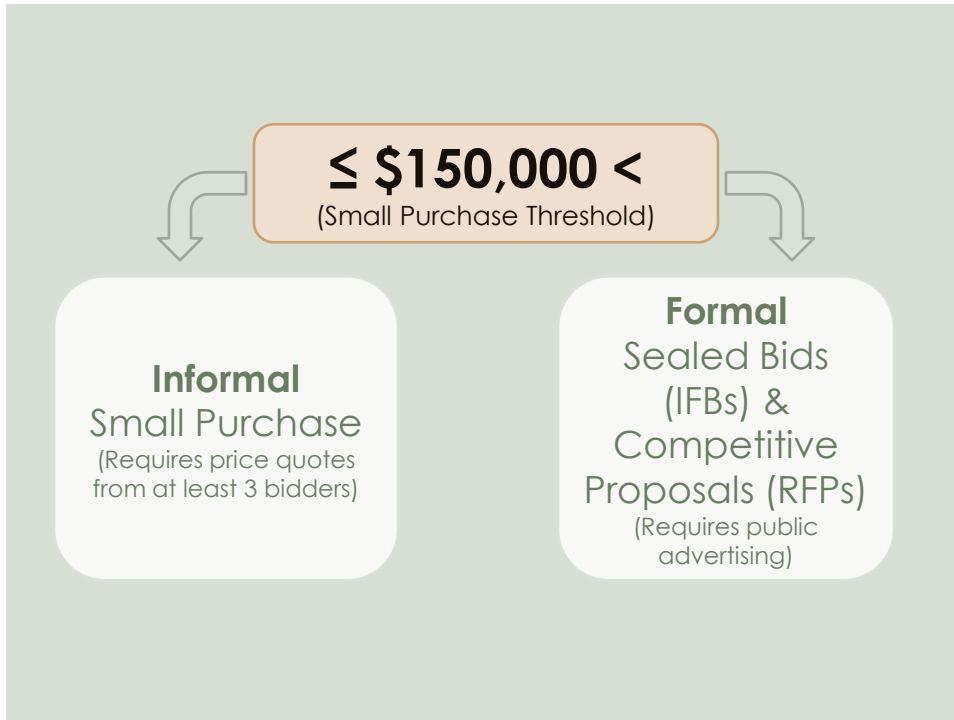
DIRECTIONS:

To use, fill in colored cells for commodity of interest with applicable value.

Asparagus	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = whole spears</i>	3.2	3/8 cup	0	0.0	\$ -	\$ -
Asparagus	4.8	1/4 cup	0	0.0	\$ -	\$ -
Black-eyed Peas	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = shelled</i>	6.9	3/8 cup	0	0.0	\$ -	\$ -
Black-eyed peas	10.3	1/4 cup	0	0.0	\$ -	\$ -
Beets	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = whole without tops</i>	7.7	3/8 cup	0	0.0	\$ -	\$ -
Beets	11.6	1/4 cup	0	0.0	\$ -	\$ -
Broccoli	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = fresh untrimmed head</i>	6.5	3/8 cup	0	0.0	\$ -	\$ -
Broccoli	9.8	1/4 cup	0	0.0	\$ -	\$ -

Estimate Quantity and Cost

- Based on:
 - Enrollment and meals served
 - Menus
 - Goals for local products
- Estimate costs and determine whether formal or informal



Informal Process

- You choose the vendors you contact to request quotes
- You may choose only vendors that supply Washington-grown food
- Therefore, may not need to apply a specific geographic preference.

Informal Process

We are purchasing locally grown food for a special event:

- What is the event?
- What foods will you purchase?
- Which producers or distributors will you approach for quotes?

Steps:

- Request quotes
- Compare 3 quotes
- Document quotes
- Select winning quote and purchase food



**Taste
Washington
Day**

Step-by-Step Guide for Purchasing Washington-Grown Food

- 1 Forecasting: Identify the products and quantities you will be purchasing, and estimate the total cost of the purchase.
- 2 Depending on the dollar amount of the purchase, determine whether to use a formal or informal procurement method.
- 3 Plan your procurement procedure, ensuring compliance with federal, state and school district requirements.
- 4 Decide what geographic area in Washington you wish to define as "local."
- 5 Determine how you will apply the geographic preference.
- 6 Where appropriate, incorporate these decisions into school district policy to guide food purchases.
- 7 Clearly communicate your intent to apply a geographic preference and your definition of "local."
- 8 Clearly define and communicate the evaluation criteria that will be used to select the successful vendor.
- 9 Identify vendor qualifications to meet your needs.
- 10 Write specifications to clearly state what products you want, the attributes of the products, and the level of processing you require.
- 11 State your preferences and how they will be weighted in the evaluation process.
- 12 Develop and communicate a plan for reviewing and selecting the successful bid, proposal or quote.
- 13 Publicize the procurement opportunity to ensure adequate competition and maximize the likelihood of reaching qualified vendors who can supply food from your geographic preference area.
- 14 Fairly evaluate based on the vendor qualifications, specifications and preferences in your procurement request, and award the contract.
- 15 Execute a contract that matches your specifications and preferences from the procurement request.
- 16 Manage the procurement. Monitor and keep documentation on service, product quality, price, and compliance with the contract.

Help Us Improve Our Services

Contact us with your questions, ideas,
recipes, sample documents, etc.

Tricia Kovacs

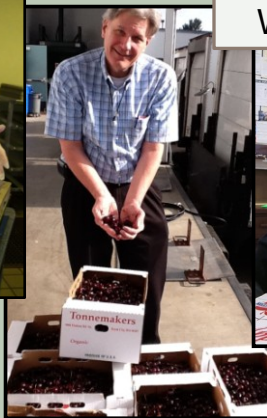
WA State Department of Agriculture

tkovacs@agr.wa.gov

206-256-6150

www.wafarmtoschool.org

South King County Farm to School Collaborative



Shoko Kumagai

Education & Outreach
WSDA Farm to School





Summer Food Service Program



Summer/Back to School



Staff Training



Pilot Procurement

- Seasonal Quote Requests
- Forward Contract
- Request for Information
 - Fresh Sheet (Tree Fruit)
 - Opportunity buy (spontaneous comparison)
- Harvest of the Month RFQ

Pilot Procurement

- Identify Products & Quantity
- Identify Decision Making Factors based on the needs (Evaluation Plan)
- Request for Information / Quote
 - Fresh Sheet (Tree Fruit)
 - Opportunity buy (spontaneous comparison)
- Compare Prices / Evaluate Quotes
- Award Quotes

Identify Products & Quantity

PRODUCTS, VOLUME, AND SPECIFICATIONS

The districts need a shelf life of 3 to 5 days on the products from the delivery date for all products. Purchasing volume estimates are conservative, and should be considered baseline amounts for a vendor to be able to deliver. If price and quantity are acceptable, it is possible that school districts will purchase more volume or more items than they have estimated for this form.

Produce	Specification	Volume		
		X	Y	Z
Apples, fresh, whole, popular eating varieties	2014 harvest. Multiple varieties to introduce students different kinds. Ripe, well formed, firm, crisp, juicy, smooth skin free of blemishes, bruises and scars. (or WA EX Fancy or WA Fancy**) Color: typical of variety. Size: 163 CT/CS or 2.5-3 inches in diameter; not exceeding 3.5 inches in diameter. *volume listed based on 163 CT/CS. ** for apple grades, see http://www.bestapples.com/facts/facts_grades.aspx			
Apricots, fresh, whole	Mature, not overripe or shriveled, well formed, free from decay, skin breaks, worm holes, blemishes, bruises, brown spots, and insects. Color: typical of variety. Size: 2 inches minimum in diameter; not exceeding 3.5 inches in diameter. *volume listed based on 96-100 CT/lug			
Asian pears, fresh, whole, popular eating varieties	Ripe, well formed, firm, crisp, juicy, smooth skin free from blemishes, bruises and scars. Color: typical of variety. Size: 2.5-3 inches in diameter; not exceeding 3.5 inches in diameter.*volume listed based on 80 CT/CS			
Cherries, Bings, fresh	Mature, well colored, well formed, clean, not shriveled, and free from decay, insect larvae or insect injuries. Size: not less than ¾ inch in diameter			
Nectarines, fresh, whole	Mature but not soft or overripe. Well formed, free from decay and damage caused by bruises or insects. Fairly well-colored. Size: 2.25-2.5 inches in diameter			
Peaches, fresh, whole	Mature but not soft or overripe. Well formed, free from decay and damage caused by bruises or insects. Fairly well-colored.			

Example: Informal Process

- Request For Quotes

Walla Walla Public School, Nutrition Services Department
October, 2013- specifications to purchase produce for School Lunch Program.

Produce	Specifications	Amount requested/ packaged	Requested Delivery date(s)
Beets	Firm, fairly clean and free from soft rot and damage. Greens removed. washed	10 boxes of 18-25 lbs. per box	October 7th
Bell or other sweet peppers colored	Variety of color; firm, free of decay and injury, unwashed.	9 boxes of 30 peppers / box	October 7th
garlic	Clean, dried bulbs	50 bulbs	October 11 th or 14th
Onions	Firm, fairly smooth and well shaped, fairly clean and free from soft rot and damage. Greens and tops removed	100 lbs. in 10 lbs. bags	October 11 th or 14th
Pluots/plums	Pluots preferred, boxed, unwashed, no stickers, small number of superficial blemish is OK, no bruising or rot.	27 boxes, 20-25 lbs per box	October 11 th or 14th
Pears	Mature, well formed fruit free from bruises or rot. Small to medium size is preferred.	9 boxes, 20 lbs per box	October 11 th or 14th

Example: Informal Process

Request For Quote for Harvest of the Month Program

Request for Quotes for [food item]:

[Name of School Districts] (the Districts) are seeking [food item(s) - e.g. three varieties of pears to introduce to the students a different variety each week during the month of February], when they highlight [food item] in the Harvest of the Month Program.

Specifications: (example)

Size:	Standard size of 135ct per 44-lb case or equivalent
Volume:	65 cases per order (weekly order and delivery)
Varieties:	3 different varieties; one variety each week
Availability:	During the month of February, 2014
Other:	Mature, ripe, well formed fruit, Free from blemishes, bruises, scars, and insect injury.

Please quote on the attached "Quote Form" based on the fixed unit price for specified produce items following the formula described below. It is understood by the vendors that the unit price shall include all costs, EXCEPT TAX (if applicable). All prices shall be firm for the purchases contracted by this quote from the date of agreement through quoted product availability period, and it is understood by the vendors that potential market forces should be considered.

$$\text{Unit Price} = \text{Delivered Price} + \text{Distribution Price}$$

- A. **Unit Price:** The unit price is defined as the total price charged to the District per unit for a product delivered to the member district
- B. **Delivered Price:** The delivered price is defined as the actual invoice price of a product that the vendor has

Pilot Procurement

- Identify Products & Quantity
- Identify Decision Making Factors based on the needs (Evaluation Plan)
- Request for Information / Quote
 - Fresh Sheet (Tree Fruit)
 - Opportunity buy (spontaneous comparison)
- Compare Prices / Evaluate Quotes
- Award Quotes

Identify Decision Making Factors

Quote Evaluation:

Lowest cost (as determined after application of the Geographic Preference*) that meets the District's needs (the district produce budget is [\$0.20-0.30/serving], which means the district is seeking [food items] that cost less than [\$0.20-0.30 each/per serving]).

The consideration will be given to those growers/vendors who utilize Washington grown [food items – e.g. pears and can provide more than one variety]. The district needs at least three quotes to compare prices to make purchase decision, and if the district receives less than three quotes, it will compare prices that are offered by their main produce vendors. The District may choose to purchase varieties from more than one vendor, if price and variety is improved by doing so. Items will be reviewed on a line-item basis.

**Geographic Preference: When out of state products are quoted with Washington-grown products, any vendor who provides product sourced within Washington State (as determined by the farm or grower name and location provided by the bidder) will receive a 10% price preference. This means that 10% of their price will be deducted FOR COMPARISON PURPOSE ONLY. After the price reduction, prices will be compared between vendors and the lowest price bid will be selected and that vendor will be awarded the bid. If vendors commit to providing Washington-grown product, and receive the price preference, they will be expected to deliver Washington-grown product. If they cannot, the contract is void and the district will purchase products through other channels.*

Vendor qualification (below) must be met:

- Ability to provide the products specified.
- Ability to meet the Delivery Requirements listed above.
- Acceptable response to food safety questionnaire (checklist), as determined by the district, or proof of GAPs or other third party food safety audit/certification.
- Timely submission of current W-9 form

Calculating produce price per serving

Produce Calculator

http://www.wafarmtoschool.org/Content/Documents/Oklahoma_produce-calculator-excel07.xlsx

The produce calculator was developed to help producers and food service personnel to calculate quantities and costs of various fruit and vegetables needed by a school/university cafeteria or any other food service provider. The spreadsheet based program calculates poundage needed from a farmer based on the desired number of servings and serving size. It also calculates the per serving cost based on the price of the produce. Conversion calculations have been taken from the USDA Food Buying Guide for Child Nutrition Programs

DIRECTIONS:

To use, fill in colored cells for commodity of interest with applicable value.

Asparagus	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = whole spears</i>	3.2	3/8 cup	0	0.0	\$ -	\$ -
Asparagus	4.8	1/4 cup	0	0.0	\$ -	\$ -
Black-eyed Peas	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = shelled</i>	6.9	3/8 cup	0	0.0	\$ -	\$ -
Black-eyed peas	10.3	1/4 cup	0	0.0	\$ -	\$ -
Beets	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = whole without tops</i>	7.7	3/8 cup	0	0.0	\$ -	\$ -
Beets	11.6	1/4 cup	0	0.0	\$ -	\$ -
Broccoli	servings/lb	serving size	meals served daily	lbs needed	price/lb	price/serving
<i>basis = fresh untrimmed head</i>	6.5	3/8 cup	0	0.0	\$ -	\$ -
Broccoli	9.8	1/4 cup	0	0.0	\$ -	\$ -

Year 2 Procurement

Forward Contract – RFQ Price Cap Language

The produce budgets for the member districts are around \$0.20 - 0.30 per lunch, which covers ½ - 1 cup serving of fruits and ¾ - 1 cup serving of vegetables per lunch. **In this quote request, the Collaborative sets \$0.30/serving as the price cap because the member districts cannot afford produce that exceeds the amount, and this figure shall be FOD Destination Price.** Examples of order price equivalent to the proposed price cap are listed below.

Produce	Serving size	Price/lb for \$0.30/serving
Blueberries, fresh	½ cup whole berries	\$1.80
Cantaloupe, fresh, whole (15 ct/cs or 40oz melon)	½ cup cut flesh	\$1.00
Pears, fresh, whole (120ct/cs)	1 each	\$0.98
Strawberries, fresh	½ cup whole berries	\$1.55
Carrots, fresh, topped	½ cup	\$1.50
Green beans, fresh, whole	½ cup	\$1.65
Radishes, fresh, whole, topped	½ cup	\$1.88
Zucchini, fresh, whole	½ cup sliced	\$1.90

However, exceptions apply to the following produce items that the districts identified as seasonal specials, and the price cap for each exception is listed below.

Produce	Serving size	Price cap	Price/lb for proposed cap
Peaches, fresh, whole (2.5" in diameter)	1 each	\$0.38/serving	\$0.80
Nectarines, fresh, whole (2"-2.25" in diameter)	1 each	\$0.38/serving	\$1.34

Example: Informal Process

- Line Item Price Comparison - May mean award different products to different vendors
- Geographic preference - 10% price preference

Quotes will be compared on a line-item basis, so it is not required that you have available all products listed. The District reserves the right to split awards by items in order to secure the best cost and product availability for the Collaborative member districts. ***Please note that award(s) will be made only when price and availability meet the member districts' needs.***

Pilot Procurement

- Identify Products & Quantity
- Identify Decision Making Factors based on the needs (Evaluation Plan)
- Request for Information / Quote
 - Fresh Sheet (Tree Fruit)
 - Opportunity buy (spontaneous comparison)
- Compare Prices / Evaluate Quotes
- Award Quotes

Request for Information

Product Availability and Pricing Form (Due by end of business on Wed, Feb 5, 2014) **List continues over 5 pages. Please submit all tables even if you have blank pages**

Use the separate rows for products grown in WA and elsewhere. *There are two different delivery needs by the member districts: Delivery to 1) one drop-off site or 2) the "Price per Pack" column, if you choose to do so (See EXAMPLE).*

Item & Volume	Specification	Variety (please specify)	Volume Available	WA Grown? Yes or No	Name & location of farm, grower or processor	Availability											
						Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
EXAMPLE: Radishes, fresh, bunched 100 – 500 lbs	Non-spicy variety; cleaned with no dirt on; with tops	Mild Red	Approx 200 lbs per order	YES	Smith Farm Yakima, WA				X	X	X			X	X	X	
Fruits and Berries:																	
Blueberries, fresh	Fruit should be blue-purple and firm, not overripe or crushed; free from decay, injury, mold, insects and mummified berries. Uniform in size.																
Blueberries, frozen	US Grade A - Fruits should be uniform, bright, dark blue-purple color, firm, reasonably fleshy, practically whole and intact with not more than 5 percent by weight of berries that may be crushed, mushy, or broken. Fairly uniform in size.																
Cantaloupe, fresh, whole	Mature, fairly well formed, firm, not overripe. Free from damage, decay, or disease. Size: 12oz/40-lb carton.																
Honeydew melon, fresh, whole	Mature, fairly well formed, firm, not overripe. Free from damage, decay, or disease. Size: 8oz/30-lb carton.																
Kiwiberries, fresh, popular eating varieties	Mature, well formed, not overripe, or crushed. Free from decay, injury, mold, and insects. Color: darker green. Size: not less than 1/4 inch in diameter.																

Comments: Please use the space below for additional information (e.g. if your products will be partially WA-grown, and if so the breakdown and the respective source, etc.)

Request for Information

Fresh Sheet

Fresh Sheet

Availability for the week of:	Date of submission:
Vendor Name:	
Contact Person:	Phone:

Please provide a listing of products available, pricing, available quantity, pack size (both case weight and case count), and farms and/or growers of the product⁴. Use the separate rows for each product. It is understood by the vendors that the unit price shall include all costs, EXCEPT TAX (if applicable). Please note your quoted prices are firm throughout the purchase period listed above under "Availability for the week of".

⁴It is the Districts' desire to learn the origin of the product to connect students with the producer of the fruits and educate students about Washington's agriculture as part of the Washington Grown Harvest of the Month, nutrition education program.

Item	Variety	Qty Available	Product Origin (Name, City/County, and State of grower or processor)	Pack Size		Unit Price		
				Count per Pack	Pound per Pack	Price per Pound	Price per Count	Price per Pack

Note: Please use this space for any additional information (e.g. "order by" etc.)

Request for Quotes

Harvest of the Month Program

Quote Form

Please provide a listing of your [food items – e.g. pear varieties], quotes, availability, pack size (both case weight and case count), and farms and/or growers of the product⁵. Use the separate rows for each product. Please only quote the varieties that you have at least [volume – e.g. 65 cases for a given order (or at least 6,500 count for a given order)].

⁵It is the Districts' desire to learn the origin of the product to connect students with the producer of the fruits and educate students about Washington's agriculture as part of the Washington Grown Harvest of the Month, nutrition education program.

Vendor Name:						
Vendor Representative:						
Contact Information	Phone:					
	Email:					
	Variety	Availability	Farm/grower (Name, location)	Pack size (lb per case)	Pack size (ct per case)	Price per case (\$)
1						
2						
3						

Pilot Procurement

- Identify Products & Quantity
- Identify Decision Making Factors based on the needs (Evaluation Plan)
- Request for Information / Quote
 - Fresh Sheet (Tree Fruit)
 - Opportunity buy (spontaneous comparison)
- Compare Prices / Evaluate Quotes
- Award Quotes

Item	Specification	Qty Available	WA Grown? Yes or No	Name & location of farm, grower or processor	Estimated Dates Available	Count or Size	Pack Size	Price per Pack	Price per lb or each	With 10% price pref
Nectarines fresh, whole Qty Needed (lbs.) 160-925 lbs	Mature but not soft or overripe. Well formed, free from decay and damage caused by bruises or insects. Fairly well-colored. Size: 2.5-3.5 inches in diameter; not more than 3.5 inches in diameter.	925 lbs.	no	Farm A	Jun-Aug	64ct	25 lb VF	25.75	1.03/lb 0.40/ea	
		1,000 lbs	Yes	Distributor B (with grower info)	8/20/2013	60	22 lbs	17.00	0.77/lb 0.28/ea	0.69/lb
		Unlimited	Yes	Farm C	Mid July – Late Aug		18 lbs	34.00	1.88/lb	1.69/lb
		925 lbs	Yes	Distributor D (with grower info)	7/1-9/30	Approx 50ct/cs	18#	35.75	1.99/lb 0.72/ea	1.79/lb
Green beans fresh, whole Qty Needed (lbs.) 65-237 lbs	Ripe, fairly well formed, full pods. Fairly bright in color and fairly tender. Free of decay and damage. Loose dirt removed. Color: typical of variety.	237 lbs.	No	Farm A	Jun		30lbs	29.75	0.99/lb	
		500 lbs	Yes	Farm B	Jul-Aug	15 lbs	15 lbs	17.00	1.13/lb	
		Unlimited	Yes	Distributor C	Late July – mid Sep		15 lbs	34.00	2.27/lb	
		237+ lbs	Yes	Food Hub D	7/1-9/15	Bulk by lb	20-lb box	40.00	2.00/lb	

Document & Compare Quotes

INFORMAL PROCUREMENT LOG											
Items to be Purchased:	Supplier Name:	Supplier A: Bob's Company			Supplier B: Mary's Company			Supplier C: Pat's Company			
<ul style="list-style-type: none"> Product specifications Delivery Frequency: <u>one time delivery</u> Bid will be honored for: <u>two weeks</u> (school will state time period) 	Quantity estimated to be purchased	Unit Price	Extended Price (Quantity x Unit Price)	*BS (✓)	Unit Price	Extended Price (Quantity x Unit Price)	*BS (✓)	Unit Price	Extended Price (Quantity x Unit Price)	*BS (✓)	
1. Applesauce 6/10 cans	30	15.75	472.50	<input type="checkbox"/>	16.50	495.00	<input type="checkbox"/>	15.00	450.00	<input type="checkbox"/>	
2. Pineapple 6/10 cans	10	16.25	162.50	<input type="checkbox"/>	17.50	175.00	<input type="checkbox"/>	18.00	180.00	<input type="checkbox"/>	
3. Cranberry Sauce 6/10 cans	5	25.25	126.25	<input type="checkbox"/>	21.75	108.75	<input type="checkbox"/>	23.50	117.50	<input type="checkbox"/>	
4. Peaches, Freestone, (Halves) 6/10 cans	30	22.25	667.50	<input type="checkbox"/>	21.50	645.00	<input type="checkbox"/>	22.75	682.50	<input type="checkbox"/>	
Total:		\$1433.25			\$1423.75			\$1430.00			
*Bidder Selected (BS)		<input type="checkbox"/>			<input checked="" type="checkbox"/>			<input type="checkbox"/>			
*Bidder Selected (BS): school can award all items to one bidder (lowest total price) or award purchase on a line item basis (lowest line item price). School need to tell the bidders which option they will use for awarding the purchase when they are asking for pricing. Schools can state that either option may be used by the school to award the purchase.											
Method of contact: Phone, Fax, Email or In Person		Fax			Phone			In Person			
Name of person providing bid:		Bob			Mary			Pat			
Date contacted:		July 11, 2012; Faxed in bid - Bid sheets attached			July 10, 2012; Price given per phone. - Confirmed in writing and attached			July 13, 2012; Visited store and obtained prices. - Price sheet attached			
Additional Notes:		Bob said there fresh fruit and vegetables are more competitively priced than canned goods.			Best overall pricing; Mary stated that they will have a clearance special going on in October.			Pat said that there delivery costs have gone up recently but that in November they will have a new distributor and pricing.			
Signature of person completing this form: <u>Sam Anderson</u>								Date: <u>July 15, 2012</u>			

Pilot Procurement

- Identify Products & Quantity
- Identify Decision Making Factors based on the needs (Evaluation Plan)
- Request for Information / Quote
 - Fresh Sheet (Tree Fruit)
 - Opportunity buy (spontaneous comparison)
- Compare Prices / Evaluate Quotes
- Award Quotes

Quote Award

South King County Farm to School Collaborative
Auburn, Kent, and Renton School District Nutrition Services



Frozen Blueberry Quote Award Announcement

August 26, 2014

Dear Duck Delivery of Washington.

Thank you for your response to our request for quotes for IQF blueberry. After evaluating the quotes, Nutrition Services of Auburn, Kent and Renton School Districts will be establishing purchase orders as follows:

Item	Quote			Volume & Delivery Date:		
				Auburn SD	Kent SD	Renton SD
IQF blueberries (WA grown)	30 lbs, bulk	\$ / CS	Valid through October 31, 2014	570 lbs or 19 CS September 16 th	5,010 lbs or 167 CS September 16 th	500 lbs or 17 CS By September 5 th

*Please contact Nutrition Services of each district to arrange delivery date/time (district contact is listed below).

These awards are to be filled on the terms in the Request for Quotes (RFQ) attached to this announcement for your record.

- These purchase orders will be good through the end of October 2014. The quoted price is unit price and firm throughout this purchase period.
- Orders will be placed directly by the representative from each district Nutrition Services.
- All blueberries must be from the 2014 harvest, IQF, and US Grade A (Fruits should be uniform, bright, dark blue-purple color, firm, reasonably fleshy, practically whole and intact with not more than 6 percent by

Find Out What's Available Near You: Request for Information



RFI to Supply Locally Grown Fresh and Frozen Fruits and Vegetables
School Food FOCUS, at the direction of five large urban school districts in the Midwest, is exploring ways to expand offerings of locally grown and processed fresh and frozen fruits and vegetables for student meal programs.

This RFI outlines the types of products the school districts are looking for and seeks information from potential suppliers. The purpose of this RFI is to gather market data about the availability of local produce to inform future menuing and procurement activities. We are seeking specific information about:

1. availability of local produce
2. capacity to aggregate, process and freeze locally grown produce
3. gaps in infrastructure that may inhibit the capacity to serve large urban school districts



Tools and Resources

www.wafarmtoschool.org

SAFE Salad Bars in Schools

A Guide for School Food Service

Washington State Department of Agriculture • Washington State Department of Health
Office of Superintendent of Public Instruction • Washington State University School of Food Science

This document clarifies food safety standards for salad bars in schools in Washington State, including use of locally grown foods and school garden harvest.

Intro
Acade
the co
incre
when
fruit a
their c
meet
Health
partic
meal p
succes

Farm to School Start-Up Kit

WASHINGTON STATE DEPARTMENT OF AGRICULTURE
KENT SCHOOL DISTRICT NUTRITION SERVICES



Washington
State Department of
Agriculture

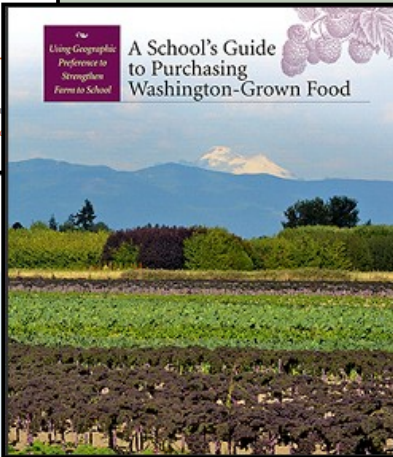


KENT
SCHOOL
DISTRICT

Made possible by funding from Public Health-Seattle & King County
and the US Centers for Disease Control & Prevention

Using Geographic
Preference to
Strengthen
Farm to School

A School's Guide to Purchasing Washington-Grown Food



Tools and Resources

www.wafarmtoschool.org

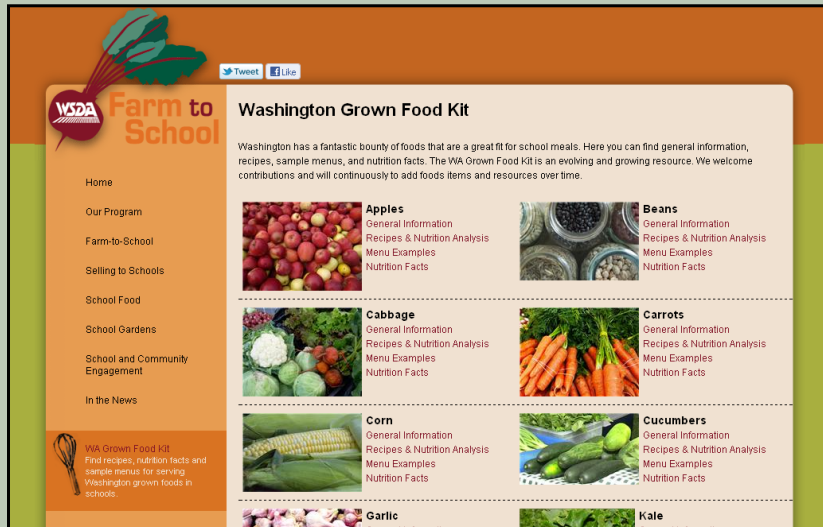
Washington Grown Produce Seasonality Chart by 2012 USDA Nutrition Standards Vegetable Subgroups



Categories	produce	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Dark-Green	Arugula																
	Beet green																
	Bok Choy, baby																
	Broccoli																
	Brussels Sprouts																
	Chard																
	Collard greens																
	Dandelion greens																
	Endive, Curly (Frisee)																
	Escarole																
	Kale																
	Machino greens																
	Lettuces, butterhead*																
	Lettuces, loose-leaf**																
	Lettuces, Romaine*																
	Mustard greens																
	Mizuna																
	Papaya (Broccoli Rabe/Chinese broccoli)																
	Savoy chard (Mazzoni)**																
	Spinach																
Red & Orange	Turnip greens																
	Watercress																
	Corn																
	Peppers, red																
	Pumpkins																
	Sweet potatoes (yam)																
Light Green	Tomatoes																
	Winter squash, Acorn																
	Winter squash, Butternut																
	Winter squash, Hubbard																
	Black beans, dry																
	Cranberry beans, dry																
Legumes	Garbanzo/Chickpeas, dry																
	Great Northern beans, dry																

Tools and Resources

www.wafarmtoschool.org



Learn more!



Shoko Kumagai

skumagai@agr.wa.gov

206-256-1874

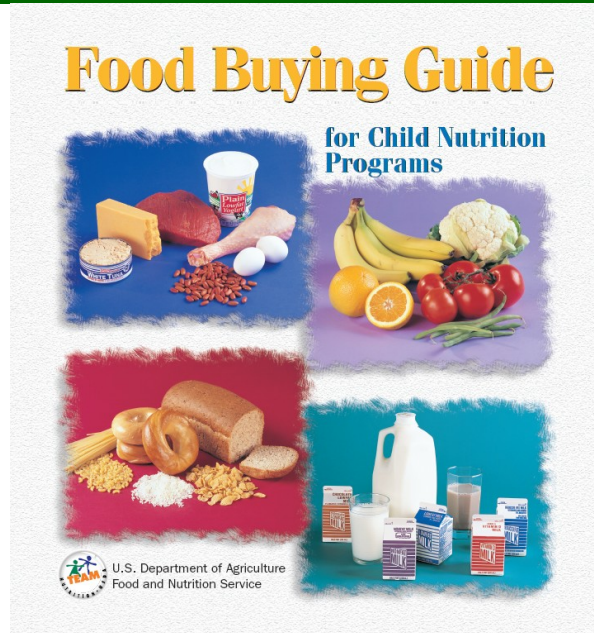
www.wafarmtoschool.org

Crediting food items in School Meals

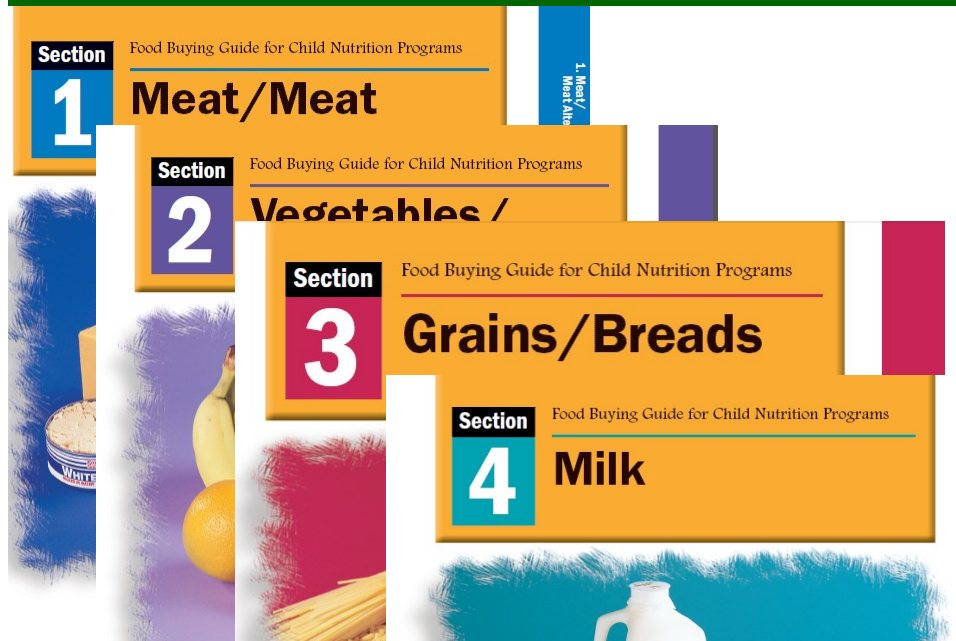
**How does a food “count” towards
Meal Patterns Requirements**



Food Buying Guide



Food Buying Guide



Food Buying Guide

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
APPLES					
Apples, fresh 125-138 count Whole	Pound	14.80	1/4 cup raw unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound	5.80	1/4 cup cooked	17.3	1 lb AP = 0.78 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, peeled, cooked apples

Name of food item and the form(s) in which it is purchased.

Food Buying Guide

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
APPLES					
Apples, fresh 125-138 count Whole	Pound	14.80	1/4 cup raw unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound	5.80	1/4 cup cooked	17.3	1 lb AP = 0.78 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, peeled, cooked apples

Basic unit of purchase for the food item.

Food Buying Guide

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
APPLES					
Apples, fresh 125-138 count Whole	Pound	14.8	1/4 cup raw unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
					AP = 0.78 lb (3-3/4 cups) ready-to-cook or -serve raw, cored, unpeeled apples
					AP = 0.78 lb (about 1-3/4 cups) cored, peeled, cooked apples
	Pound	5.80	1/4 cup cooked	17.3	

Number of servings of a given size.

Food Buying Guide

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
APPLES					
Apples, fresh 125-138 count Whole	Pound	14.80	1/4 cup raw unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
					AP = 0.78 lb (3-3/4 cups) ready-to-cook or -serve raw, cored, unpeeled apples
					AP = 0.78 lb (about 1-3/4 cups) cored, peeled, cooked apples
	Pound	5.80	1/4 cup cooked	17.3	

Describes a serving by weight, measure, or number of pieces or slices.

Food Buying Guide

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
APPLES					
Apples, fresh <i>125-138 count Whole</i>	Pound	14.80	1/4 cup raw unpeeled fruit (about 1 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound	5.80	1/4 cup cooked	17.3	1 lb AP = 0.78 lb (2-3/4 cups) ready-to-cook or -serve raw, cored, peeled, cooked apples

Shows the number of purchase units you need for 100 servings

Food Buying Guide

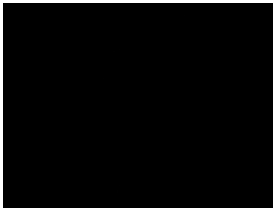
1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
APPLES					
Apples, fresh <i>125-138 count Whole</i>	Pound	14.80	1/4 cup raw unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound	5.80	1/4 cup cooked	17.3	1 lb AP = 0.78 lb (2-3/4 cups) ready-to-cook or -serve raw, cored, peeled, cooked apples

Additional Information

Food Buying Guide

APPLES					
Apples, fresh <i>125-138 count Whole</i>	Pound	14.80	1/4 cup raw unpeeled fruit (about 1/4 apple)	6.8	1 lb AP = 0.91 lb (3-2/3 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound	3.00	1 baked apple (about 1/2 cup)	33.4	
	Pound				1 lb AP = 0.78 lb (3-1/4 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound				
Apples, fresh <i>100 count Whole</i>	Pound	15.60	1/4 cup raw unpeeled fruit (about 1/5 apple)	6.5	1 lb AP = 0.93 lb (about 3-7/8 cups) ready-to-cook or -serve raw, cored, unpeeled apples
	Pound				

Food Buying Guide





Food Buying Guide

Section 2 - Vegetables – Red/Orange Subgroup

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
--------------------------	------------------	-----------------------------------	---------------------------------------	------------------------------------	---------------------------

CARROTS

Carrots, fresh <i>Without tops</i>	Pound	10.30	1/4 cup raw vegetable strips (about 3 strips, 4	9.8	1 lb AP = 0.70 lb ready-to-cook, or serve raw
----------------------------------------------	-------	-------	-------------------------------------------------	-----	-----------------------------------------------

Section 2 - Vegetables – Dark Green Subgroup

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
--------------------------	------------------	-----------------------------------	---------------------------------------	------------------------------------	---------------------------

BEET GREENS

Beet Greens, fresh <i>Untrimmed</i>	Pound	3.50	1/4 cup cooked vegetable	28.6	1 lb AP = 0.48 to-cook beet greens
-----------------------------------------------	-------	------	--------------------------	------	------------------------------------

BOK CHOY

Bok Choy, Fresh <i>Whole</i>	Pound	14.40	1/4 cup raw, shredded vegetable (credits as 1/8 cup in NSLP/SBP)	7.0	1 lb AP = 0.77 3-1/2 cups) re serve bok choy
----------------------------------------	-------	-------	------------------------------------------------------------------	-----	----------------------------------------------

CARROTS						
Carrots, fresh <i>Without tops</i>	Pound	10.30	1/4 cup raw vegetable strips (about 3 strips, 4-inch by 1/2 inch)	9.8	1 lb AP = 0.70 lb ready-to-cook, or serve raw carrot sticks	
	Pound	10.60	1/4 cup raw, chopped vegetable	9.5		
	Pound	15.40	1/4 cup raw vegetable (about 3 sticks)	6.5	1 lb AP = 0.93 lb ready-to-cook, or serve raw carrot sticks	
CARROTS (continued)						
Carrots, fresh <i>Sliced Peeled Ready-to-use</i>	Pound	12.60	1/4 cup raw vegetable slices (5/16-inch slices)	8.0	1 lb AP = 1 lb 1/8 cups ready-to-cook carrots	
	Pound	15.40	1/4 cup raw vegetable (about 3 sticks)	6.5	1 lb AP = 1 lb 3/4 cups carrots	
	Pound	12.90	1/4 cup raw vegetable	7.8	1 lb AP = 1 lb 1/8 cups ready-to-cook raw carrots	
	Pound	11.40	1/4 cup cooked, drained vegetable	8.8	1 lb AP = 0.97 2-3/4 cups cooked carrots	
Carrots, fresh <i>Shredded Ready-to-use</i>	Pound	No. 10 can (105 oz)	34.30	1/4 cup heated, drained vegetable	3.0	1 No. 10 can = 62.0 oz (8-1/2 cups) heated, drained
		No. 10 can (105 oz)	40.00	1/4 cup drained vegetable	2.5	1 No. 10 can = 67.0 oz (10 cups) drained, unheated

Food Buying Guide

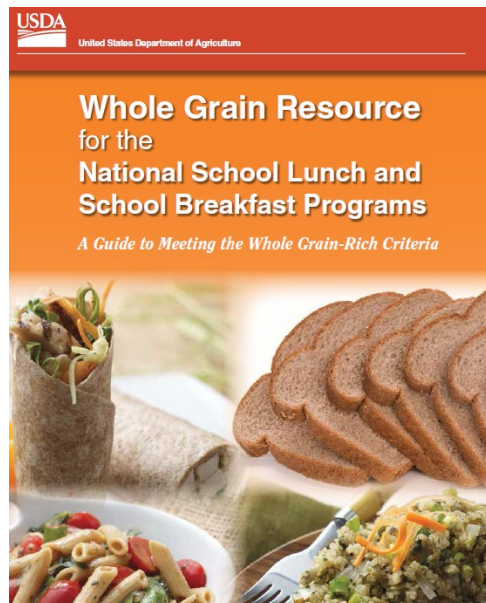
Section 1-Meat/Meat Alternates					
1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
BEANS, BLACK (TURTLE)					
Beans, Black (Turtle), dry, canned <i>Whole Includes USDA Foods</i>	No. 10 can (110 oz)	27.80	1/4 cup heated, drained beans	3.6	1 No. 10 can = about 62.0 oz (6-7/8 cups) heated, drained beans
Section 2 - Vegetables – Beans and Peas (Legumes)					
1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
BEANS, BLACK (TURTLE BEANS)					
Beans, Black (Turtle beans), dry, canned <i>Whole Includes USDA Foods</i>	No. 10 can (110 oz)	27.8	1/4 cup heated, drained vegetable	3.6	1 No. 10 can = 62.0 oz heated
	No. 300 can (15-1/2 oz)	5.91	1/4 cup heated, drained vegetable	17.0	1 No. 300 can = 10.5 oz heated

Food Buying Guide

Section 1-Meat/Meat Alternates

1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Informat
BEEF, GROUND fresh or frozen ^{6, 7, 8}					
Beef, Ground, fresh or frozen <i>Market Style</i> ^{6, 8} <i>no more than 30% fat (Like IMPS #136)</i>	Pound	11.20	1 oz cooked lean meat	9.0	1 lb AP = 0.70 lb co drained, lean meat
	Pound	7.46	1-1/2 oz cooked lean meat	13.5	
Beef, Ground, fresh or frozen ^{7, 8} <i>no more than 26% fat (Like IMPS #136)</i>	Pound	11.50	1 oz cooked lean meat	8.7	1 lb AP = 0.72 lb co drained lean meat
	Pound	7.68	1-1/2 oz cooked lean meat	13.1	
Beef, Ground, fresh or frozen ^{7, 8} <i>no more than 24% fat</i>	Pound	11.60	1 oz cooked lean meat	8.7	1 lb AP = 0.73 lb co drained lean meat
	Pound	7.78	1-1/2 oz cooked lean meat	12.9	

Grains / Breads Crediting



Grains / Breads Crediting

Determining oz Equivalency

**OZ Equivalency
based on weight of
creditable grains**

(documented by a CN label on a
mixed dish OR product
formulation statement)

**OZ Equivalency
based on weight of
product using**

Exhibit A

(documented by a product label
and Exhibit A)

How does a food “count” towards Meal Patterns Requirements

What about
processed or
combination foods?

Product Formulation Statements

Product Formulation Statement (PFS) for Documenting Vegetables and Fruits

School Food Authorities (SFAs) should include a copy of the label from the purchased product package in addition to the following information on letterhead signed by an official company representative. Specific vegetable subgroups must be offered weekly and fruit must be served daily for the National School Lunch Program. For more detailed information on meal pattern requirements see the Nutrition Standards for School Meals Website at <http://www.fns.usda.gov/cnd/Governance/Legislation/nutritionstandards.htm>.

Product Name: Potato Soup w/Tomatoes and Yellow Squash Code: 1234

Manufacturer: ABC Company Serving Size: ½ cup (4.60 oz)

I. Vegetable Component

Please fill out the chart below to determine the creditable amount of vegetables.

Description of Creditable Ingredient per Food Buying Guide (FBG)	Vegetable Subgroup	Ounces per Raw Portion of Creditable Ingredient	Multiply	FBG Yield/Servings Per Unit	Creditable Amount (quarter cups)
Fresh, Potato, Diced	Starchy	1.80 oz	X	8.90/16	1.00
Squash, Winter, Butternut	Red/Orange	0.75 oz	X	7.50/16	.3515
Tomato, Fresh, Diced	Red/Orange	0.75 oz	X	6.67/16	.3126

“CN” Child Nutrition Labels

A sample CN logo:

— CN —

XXXXXX*

This 2.31oz fully cooked Beef Patty with Textured Soy Flour provides
CN 2.00 oz equivalent meat/meat alternate for the Child Nutrition Meal CN
Pattern Requirements. (Use of this logo and statement authorized by
the Food and Nutrition Service, USDA XX-XX**)

— CN —

* CN identification number
** Month & Year of approval

“CN” Child Nutrition Labels

The screenshot shows the USDA Food and Nutrition Service website. The header includes the USDA logo and navigation links: About FNS, Ask the Expert, Contact Us, Other Languages, and En Español. A search bar is located on the right. Below the header is a navigation menu with links: Programs, Data, Newsroom, Research, and Forms. A 'Home' link is also present. The main content area is titled 'CN Labeling' and includes a 'Print' button. The page is organized into sections: 'Food Manufacturers/Industry', 'CN Labeling Policies and Procedures', and 'Quality Control (QC) Requirements'. A left sidebar contains 'Child Nutrition Programs' and 'Browse By Subject'.

Child Nutrition Programs

- > School Breakfast Program (SBP)
- > Fresh Fruit and Vegetable Program (FFVP)
- > Special Milk Program (SMP)
- > Summer Food Service Program (SFSP)
- > Child and Adult Care Food Program (CACFP)
- > National School Lunch Program (NSLP)

Browse By Subject

- > Federal Register Documents
- > Legislation
- > Policy
- > Press Releases
- > Regulations

CN Labeling

Food Manufacturers/Industry

CN Labeling Policies and Procedures

- Transitioning to Whole Grain-rich Foods and Including Standardized Claims for Vegetable Subgroups (10/13/11)
- Clarification of Batter/Breading Calculation
- Declaration Statements
- Breaded Rework Clarification
- Copying Federally Inspected Product Labels for Bidding Process – CN Policy (12/10/10)
- SP 11-2015: CN Labels Copied with a Watermark (11/26/14)
- Tip Sheet for Accepting Processed Product Documentation

Quality Control (QC) Requirements

- QC Notices (7/1/08 - 7/23/09)
- Guidelines for Preparing QC Programs (5/21/14)
- SOP for Submitting and Approving QC Programs for CN Labeled Products (5/21/14)
- USDA/USDC Checklist for Approving QC Plans (4/22/09)

How does a food “count” towards Meal Patterns Requirements

What if a school is making their own item from recipe?

Standardized Recipe

Worksheet for Calculating Grains Contribution from a Recipe

Steps 1 – 4

Creditable Grain Ingredient	Quantity	Convert to Grams	Grams
		X	=
		X	=
		X	=
		X	=
		Total Grams	=

Step 5

Total grams *divided by* number of portions in recipe:

(Total grams creditable grain)

_____ = Number of grams creditable
grains per portion

(Number of portions per recipe)



Beef and Lentil Chili

Recipe Category: Main Dish (meat/meat alternate, vegetable)


Wenatchee School District

Ingredients	50 Servings		100 Servings		Servings		Directions / HACCP
	Weight	Measure	Weight	Measure	Weight	Measure	
Salad Oil		¼ cup		1½ cup			<ol style="list-style-type: none"> Heat oil in tilt skillet, steam jacketed kettle or large pot. Add onions, garlic, green pepper, pepper, chili powder, paprika, onion powder, and ground cumin. Cook for 5 minutes. Add beef to sautéed vegetables and spices. Stir in salsa, water, beef base, and tomato paste. Mix well. Bring to a boil. Cover. Simmer slowly, stirring occasionally until thickened, about 40 minutes. Cook lentils separately (cover with several inches of water, simmer 20 minutes or until desired tenderness) and add them in the last 20 minutes for best results. Dry uncooked lentils could be added to the chili and cooked until tender. Adjust thickness with addition of water as needed while lentils cook and absorb liquid. Allow 30 minutes cook time if cooking lentils in the chili from dry. <p>CCP: Hot hold for service at 135°F or above.</p> <p>Garnish suggestions: Greek yogurt, shredded cheese, fresh chopped cilantro and sliced jalapenos</p>
Onion, fresh chopped	12 oz	2½ cup	1½ lb	1 qt ¾ cup			
Garlic, fresh		12 cloves		24 cloves			
Pepper, green bell, fresh, chopped	8 oz	1½ cup	1 lb	3¼ cup			
Pepper, black, ground		2 tsp		1 Tbsp 1 tsp			
Chili Powder		3 Tbsp		¼ cup 2 Tbsp			
Paprika		1 Tbsp		2 Tbsp			
Onion Powder		1 Tbsp		2 Tbsp			
Cumin, ground		¼ cup		½ cup			
Beef Crumbles, commodity	7 lb		14 lb				
Salsa, commodity		1 #10 can		2 #10 cans			
Water		1 gal		2 gal			
Beef Base		¼ cup		1½ cup			
Tomato Paste	¼ No. 10 can	3¼ cups	½ No. 10 can	1 qt 2¼ cup			
Lentils	3 lb		6 lb				

Serving (portion size)	Yield per # of Servings	Volume per # of Servings
1 cup		

Meal Pattern Contribution			
Meat/Meat Alternate	Breads/Grains	Vegetable / Vegetable Sub group	Fruits
2 oz		¾ cup (¼c red/orange; ¼c legume; ¼c other)	


Nutrient Analysis		
Calories: 298 (w/o garnish)	Saturated Fat: 3.18 gram (w/o garnish)	Sodium: 474 mg (w/o garnish)




United States Department of Agriculture
What's Cooking? USDA Mixing Bowl

[About FNCS](#) | [Ask the Expert](#) | [Contact Us](#) | [En Español](#)







[Home](#) | [Recipes](#) | [Cookbooks](#) | [USDA Foods Fact Sheets](#)




Household Recipes
Large Quantity Recipes
Recetas en Español



Roasted Root Vegetables
A variety of root vegetables like sweet potatoes, beets, and turnips make this colorful dish festive and nutritious.

Stay Connected










United States Department of Agriculture
What's Cooking? USDA Mixing Bowl

[About FNCS](#) | [Ask the Expert](#) | [Contact Us](#) | [En Español](#)

[Home](#) | [Recipes](#) | [Cookbooks](#) | [USDA Foods Fact Sheets](#)

[Home](#) | [Recipes](#)



20

Items per page

Refine your Search

USDA Standardized Information

☐ Yes, this recipe has been standardized by USDA (426)

☐ No, this recipe has not been standardized by USDA (617)

Search Quantity Results

1 - 20 of 1044 results

Sort by


Best Match

"All-Star Snack" Fruit and Vegetable Bake

+ Add to My Cookbook

Rating: ★★★★★

Makes: 24 or 48 Servings




"Autumn Orchard Snacks" Acorn Squash Bowls

+ Add to My Cookbook

Rating: ★★★★★

Makes: 24 or 48 Servings



47